

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees (Regular meeting)**  
**Monday, February 22, 2010**  
**2323 North Broadway, #107**  
**Santa Ana, CA 92706**

**Vision Statement (Board of Trustees)**

Rancho Santiago Community College District is a learning community. The college district and its colleges are committed to ensuring access and equity and to planning comprehensive educational opportunities throughout our communities. We will be global leaders in many fields, delivering cost-effective, innovative programs and services that are responsive to the diverse needs and interests of all students. We will be exceptionally sensitive and responsive to the economic and educational needs of our students and communities. The environment will be collegial and supportive for students, staff, and the communities we serve.

We will promote and extensively participate in partnerships with other educational providers, business, industry, and community groups. We will enhance our communities' cultural, educational, and economic well-being.

We will be a leader in the state in student success outcomes. Students who complete programs will be prepared for success in business, industry, careers, and all future educational endeavors. We will prepare students to embrace and engage the diversity of our global community and to assume leadership roles in their work and public lives.

**Americans with Disabilities Acts (ADA)**

It is the intention of the Rancho Santiago Community College District to comply with the Americans with Disabilities Acts (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance, the Rancho Santiago Community College District will attempt to accommodate you in every reasonable manner. Please contact the executive assistant to the board of trustees at 2323 N. Broadway, Suite 410-2, Santa Ana, California, 714-480-7452, on the Friday prior to the meeting to inform us of your particular needs so that appropriate accommodations may be made.

**A G E N D A**

**1.0 PROCEDURAL MATTERS**

**4:30 p.m.**

1.1 Call to Order

1.2 Pledge of Allegiance to the United States Flag

1.3 Recognition of SCC Women's Soccer Team by Supervisor Bill Campbell

1.4 Public Comment

At this time, members of the public have the opportunity to address the board of trustees on any item within the subject matter jurisdiction of the board. Members of the community and employees wishing to address the board of trustees are asked to complete a "Public Comment" form and submit it to the board's executive assistant prior to the start of open session. **Completion of the information on the form is voluntary.** Each speaker may speak up to three minutes; however, the president of the board may, in the exercise of discretion, extend additional time to a speaker if warranted, or expand or limit the number of individuals to be recognized for discussion on a particular matter.

Please note the board cannot take action on any items not on the agenda, with certain exceptions as outlined in the Brown Act. Matters brought before the board that are not on the agenda may, at the board's discretion, be referred to staff or placed on the next agenda for board consideration.

1.5. Presentation by Darlene J. Bloom, Orange County Clerk of the Board of Supervisors, on New Online Form 700 Reporting Requirements

1.6 Approval of Minutes – Regular meeting of January 11, 2010  
Regular meeting of February 1, 2010

**Action**

1.7 Approval of Consent Calendar Action

Agenda items designated as part of the consent calendar are considered by the board of trustees to either be routine or sufficiently supported by back-up information so that additional discussion is not required. Therefore, there will be no separate discussion on these items before the board votes on them. The board retains the discretion to move any action item listed on the agenda into the Consent Calendar. **The consent calendar vote items will be enacted by one motion and are indicated with an asterisk (\*).**

An exception to this procedure may occur if a board member requests a specific item be removed from the consent calendar consideration for separate discussion and a separate vote.

## **2.0 INFORMATIONAL ITEMS AND ORAL REPORTS**

2.1 Report from the Chancellor

2.2 Reports from College Presidents

- Enrollment
- Facilities
- College activities
- Upcoming events

2.3 Report from Student Trustee

2.4 Reports from Student Presidents

- Student activities

2.5 Reports from Academic Senate Presidents

- Senate meetings

2.6 Informational Presentation on the Budget

2.7 Informational Report on Legislative Visits

## **RECESS TO CLOSED SESSION**

*Conducted in accordance with applicable sections of California law. Closed sessions are not open to the public. (RSCCD)*

*Pursuant to Government Code Section 54957, the Board may adjourn to closed session at any time during the meeting to discuss staff/student personnel matters, negotiations, litigation, and/or the acquisition of land or facilities. (OCDE)*

The following item(s) will be discussed in closed session:

1. Public Employment (pursuant to Government Code Section 54957[b][1])

- a. Full-time Faculty
- b. Part-time Faculty
- c. Classified Staff
- d. Student Workers
- e. Professional Experts

2. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)

Agency Negotiator: Mr. John Didion, Executive Vice Chancellor of Human Resources & Educational Services

Employee Organizations: Faculty Association of Rancho Santiago Community College District  
California School Employees Association, Chapter 579  
Continuing Education Faculty Association  
Child Development Centers Teachers Association

3. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

**RECONVENE**

**Issues discussed in Closed Session (Board Clerk)**

**Public Comment**

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Please note the board cannot take action on any items not on the agenda, with certain exceptions as outlined in the Brown Act. Matters brought before the board that are not on the agenda may, at the Board's discretion, be referred to staff or placed on the next agenda for board consideration.

**3.0 HUMAN RESOURCES**

3.1 Management/Academic Personnel

Action

- Approval of New Job Descriptions
- Approval of Changes of Assignment
- Approval of Interim Assignments
- Approval of Return to Regular Assignments
- Approval of Interim to Permanent Assignments
- Approval of STRS Reduced Workload Agreements
- Approval of Leaves of Absence
- Ratification of Resignations/Retirements
- Approval of Stipends
- Approval of Part-time/Hourly Hires/Rehires
- Approval of Non-paid Instructors of Record
- Approval of Non-paid Intern Services

3.2 Classified Personnel

Action

- Approval of New Appointments
- Approval of Professional Growth Increments
- Approval of Out of Class Assignments
- Approval of Return to Regular Assignments
- Approval of Changes in Salary Placement
- Approval of Leaves of Absence
- Ratification of Resignations/Retirements
- Approval of Return to Regular Assignments
- Approval of Temporary Assignments

3.2 Classified Personnel – (cont.)

- Approval of Corrections to Temporary Assignment
- Approval of Additional Hours for On Going Assignments
- Approval of Substitute Assignments
- Approval of Miscellaneous Positions
- Approval of Instructional Associates/Associate Assistants
- Approval of Volunteers
- Approval of Student Assistants

3.3 Approval of Non-Credit Instructional Calendar 2010-2011 Action  
The administration recommends approval of the 2010-2011 non-credit instructional calendar.

3.4 Authorization for Board Travel/Conferences Action

**4.0 INSTRUCTION**

\*4.1 Approval of Amendment #2 of OTA Agreement - Cedars-Sinai Medical Center Action  
The administration recommends approval of this amendment #2 with Cedars-Sinai Medical Center in Los Angeles, California.

\*4.2 Approval of New OTA Agreement – Loma Linda University Medical Center Action  
The administration recommends approval of this agreement with Loma Linda University Medical Center in Loma Linda, California.

\*4.3 Approval of New OTA Agreement – Progressus Therapy Action  
The administration recommends approval of this agreement with Progressus Therapy in Baltimore, Maryland.

\*4.4 Approval of New Pharmacy Technology Agreement – Ramsay Rexall Drugs Action  
The administration recommends approval of this agreement with Ramsay Rexall Drugs in Costa Mesa, California.

\*4.5 Approval of ENLACE Sub-Contract to Santa Ana College Foundation: Student Success Fund Action  
The administration recommends approval of this subcontract agreement between Rancho Santiago Community College District and Santa Ana College Foundation.

\* Item is included on the Consent Calendar, Item 1.7.

- \*4.6 Approval of Nursing Program Agreement – French Park Care Center Action  
The administration recommends approval of this clinical affiliation agreement renewal with French Park Care Center in Santa Ana, California.

## **5.0 BUSINESS OPERATIONS/FISCAL SERVICES**

- \*5.1 Approval of Payment of Bills Action  
The administration recommends payment of bills as submitted.
- \*5.2 Approval of Budget Transfers and Budget Increases/Decreases Action  
The administration recommends approval of budget transfers, increases, and decreases during the period of December 17, 2009, through February 4, 2010.
- \*5.3 Approval to hire Vicenti, Lloyd & Stutzman LLP Action  
The administration recommends approval of hiring Vicenti, Lloyd & Stutzman LLP for auditing services for the 2009-2010 fiscal year and authorization be given to the Vice Chancellor of Business Operations/Fiscal Services to enter into the contract agreement on behalf of the district.
- \*5.4 Approval of the Quarterly Financial Status Report (CCFS-311Q) for Period Ended December 31, 2009 Action  
The administration recommends approval of the CCFS-311Q for the period ending December 31, 2009.
- \*5.5 Adoption of Resolution No. 10-06 – Conflict of Interest Code Action  
The administration recommends adoption of Resolution No. 10-06 – Conflict of Interest Code.
- \*5.6 Approval of Travel Reimbursement for Mr. Benjamin Mendoza Action  
The administration recommends authorization of travel reimbursement for Mr. Benjamin Mendoza as presented.
- \*5.7 Quarterly Investment Report as of December 31, 2009 Information  
The quarterly investment report as of December 31, 2009, is presented as information.
- \*5.8 Approval of Changes to Santa Ana College’s Master Plan at the SAC Orange County Sheriff’s Academy for a Memorial for Fallen Officers Action  
The administration recommends approval of changes to SAC’s master plan at the SAC Orange County Sheriff’s Academy for a memorial for fallen officers.

- \*5.9 Approval of Additional Services – Facilities Planning & Program Services, Inc. Action  
The administration recommends approval of the extension of services for Facilities Planning & Program Services, Inc. as presented.
- \*5.10 Approval of Award of Bid #1156 – Child Development Center Renovation at Centennial Education Center (CEC) Action  
The administration recommends approval of awarding Bid #1156 for the Child Development Center renovation at Centennial Education Center to MDE Group, Inc. as presented.
- \*5.11 Approval of DSA Inspection Services for Bid #1156 – Child Development Center Renovation at Centennial Education Center Action  
The administration recommends approval of an agreement with Johnston Inspections, Inc. for DSA mandated inspection services as presented.
- \*5.12 Approval of Construction Management Services: ADA Improvements and New Scoreboard for Baseball Field at Santa Ana College and Child Development Center Renovation at Centennial Education Center Action  
The administration recommends approval of this agreement for construction management services for ADA improvements and new scoreboard for the baseball field at SAC and renovation of the Child Development Center at CEC with Bernards Construction Management Services as presented.
- \*5.13 Approval of Application for Custom Work from AT&T at the new Maintenance & Operations Building at Santiago Canyon College Action  
The administration recommends approval of the application for custom work at an estimated cost of \$84,936.16 as presented.
- \*5.14 Approval of Commissioning Proposal for LEED Certification at Santiago Canyon College Humanities Building Action  
The administration recommends approval of the contract with Tsuchlyama Kaino Sun & Carter in the amount of \$53,000 for various projects as presented.
- \*5.15 Approval of Change Order #1 for Bid #1097 – General Construction for new Child Development Center at Santa Ana College Action  
The administration recommends approval of change order #1 for ISEC, Inc. for Bid #1097, general construction for the new Child Development Center at SAC as presented.

- \*5.16 Approval of Change Order #1 for Bid #1100 – Concrete for new Child Development Center at Santa Ana College Action  
The administration recommends approval of change order #1 for Micon Construction, Inc. for Bid #1100, concrete for the new Child Development Center at SAC as presented.
- \*5.17 Approval of Change Order #1 for Bid #1121 – Structural Steel at new Child Development Center at Santa Ana College Action  
The administration recommends approval of change order #1 for Columbia Steel, Inc. for Bid #1121 for Structural Steel for the new Child Development Center at SAC as presented.
- \*5.18 Approval of Change Order #1 for Bid #1104 – Drywall and Plastering at new Child Development Center at Santa Ana College Action  
The administration recommends approval of change order #1 for Insul Drywall and Plastering for Bid #1104, drywall and plastering at the new Child Development Center at SAC as presented.
- \*5.19 Approval of Change Order #1 for Bid #1124 – HVAC at new Child Development Center at Santa Ana College Action  
The administration recommends approval of change order #1 for APEX Construction, Inc. for Bid #1124, HVAC at the new Child Development Center at SAC as presented.
- \*5.20 Approval of Change Order #3 for Bid #1064 – Electrical for new Science Building (Bond Portion) at Santiago Canyon College Action  
The administration recommends approval of change order #3 for Baker Electric for Bid #1064, electrical in SCC's Science building as presented.
- \*5.21 Approval of Change Order #4 for Bid #1064 – Electrical for new Science Building (State Portion) at Santiago Canyon College Action  
The administration recommends approval of change order #4 for Baker Electric for Bid #1064, electrical in SCC's Science building as presented.
- \*5.22 Approval of Change Order #2 for Bid #1076 – Glass/Glazing for new Science Building (Bond Portion) at Santiago Canyon College Action  
The administration recommends approval of change order #2 for Best Contracting Services for Bid #1076, glass and glazing for the new science building at SCC as presented.

- \*5.23 Approval of Change Order #4 for Bid #1116 – Gym Restroom Addition, Gym Floor Replacement, and Fire Sprinkler Installation at Santa Ana College Action  
The administration recommends approval of change order #4 for General Consolidated Constructors, Inc. for Bid #1116, construction of the gym restroom addition, gym floor replacement, and fire sprinkler installation at SAC as presented.
- \*5.24 Approval of Change Order #1 for Bid #1055 – Concrete for new Science Building (Bond Portion) at Santiago Canyon College Action  
The administration recommends approval of change order #1 for Angeles Contractor, Inc. for Bid #1055, concrete for the new science building at SCC as presented.
- \*5.25 Approval of Change Order #2 for Bid #1058 – Interior Systems for new Science Building (Bond Portion) at Santiago Canyon College Action  
The administration recommends approval of change order #2 for Angeles Contractor, Inc. for Bid #1058, construction of the interior systems for the new science building at SCC as presented.
- \*5.26 Approval of Additional DSA Inspection Services – Maintenance & Operations Building at Santiago Canyon College Action  
The administration recommends approval of the extension of services for Universal Laboratories to provide DSA mandated inspection services at SCC as presented.
- \*5.27 Approval of Change Order #2 for Bid #1127 – 12-Inch Fire Water Line at Santa Ana College Action  
The administration recommends approval of change order #2 for Dominguez Engineering, Inc. for Bid #1127 for the installation of a 12-inch fire water line at SAC as presented.
- \*5.28 Approval of Notice of Completion: Bid #1127 – 12-inch Fire Water Line at Santa Ana College Action  
The administration recommends approval of the notice of completion for the 12-inch fire water line project at SAC as presented.
- \*5.29 Approval of Change Order #1 for Bid #1117 – Obstacle Course Lighting Project at Santa Ana College Orange County Sheriff’s Regional Training Academy Action  
The administration recommends approval of change order #1 for R & M Electrical Contracting for Bid #1117, course lighting at SAC Orange County Sheriff’s Regional Training Academy as presented.

\* Item is included on the Consent Calendar, Item 1.7.

- \*5.30 Approval of Change Order #2 for Bid #1117 – Obstacle Course Lighting Project at Santa Ana College Orange County Sheriff’s Regional Training Academy Action  
The administration recommends approval of change order #2 for R & M Electrical Contracting for Bid #1117, course lighting at SAC Orange County Sheriff’s Regional Training Academy as presented.
- \*5.31 Approval of Notice of Completion: Bid #1117 – Obstacle Course Lighting Project at Santa Ana College Orange County Sheriff’s Regional Training Academy Action  
The administration recommends approval of the notice of completion for the obstacle course lighting project at SAC Orange County Sheriff’s Regional Training Academy as presented.
- \*5.32 Approval of Change Order #2 for Bid #1129 – Electrical at new Child Development Center at Santa Ana College Action  
The administration recommends approval of change order #2 for EMAE International, Inc. for Bid #1129, electrical at the new Child Development Center at SAC as presented.
- \*5.33 Adoption of Resolution No. 10-04 - Declaration of Intent to Lease Real Property at Santa Ana College- Action  
The administration recommends adoption of Resolution No. 10-04 – Declaration of Intent to lease real property at SAC.
- \*5.34 Adoption of Resolution No. 10-05 – Implementing Prequalification of Construction Contractors for bidding of Swimming Pool at Santiago Canyon College Action  
The administration recommends adoption of Resolution No. 10-05 – Implementing Prequalification of Construction Contractors for bidding of swimming pool at SCC.
- \*5.35 Approval of Surplus for Baseball Scoreboard Action  
The administration recommends declaration of the Nevco baseball scoreboard as surplus property and approval to utilize The Liquidation Company to conduct an auction as presented.
- \*5.36 Approval of Independent Contractors Action  
The administration recommends approval of the following independent contractor: Muckenthaler & Associates, Inc. for consulting services to provide training and technical assistance as a start-up planner for the Early Head Start (EHS) program. Dates of service are February 23, 2010, through June 30, 2010. The fee is estimated at \$50,000 plus \$8,000 allowable expenses.

\* Item is included on the Consent Calendar, Item 1.7.

- \*5.37 Approval of Purchase Orders Action  
The administration recommends approval of the purchase order listing for the period December 13, 2009, through February 6, 2010.

## 6.0 GENERAL

- \*6.1 Approval of Resource Development Items Action  
The administration recommends approval of budgets, acceptance of grants, and authorization of the chancellor or his designee to enter into related contractual agreements on behalf of the district for the following:
- CalWORKS/TANF/Child Care (SAC/CEC/SCC/District) \$414,312
  - Child Development Infant Toddler Resource (District) \$ 1,781
  - CTE Community Collaborative III (District) \$310,000
  - CTE Community Collaborative – Supplemental (District) \$ 79,000
  - Cooperative Agencies Resources for Education (CARE) (SCC) \$ 18,736
  - Disabled Students Programs & Services (DSPS) (SCC) \$303,846
  - Extended Opportunity Programs & Services (EOPS) (SCC) \$244,331
  - Faculty Collaboration for Course Transformation (FACCTS) \$ 5,000  
in Developmental Mathematics (SAC) – *Correction*
  - GEAR UP Planning Design (SAC) \$ 24,000
  - Kinder Connect (District/SAC/CEC/OEC) \$ 25,000
  - Matriculation – Credit (SCC) \$393,678
  - SBA/CSUF – SBDC (District) \$604,706
  - WIA Center for Nursing II (SAC) \$385,862
  - Entrepreneurship Career Pathways (YEP) – CITD (District) \$ 35,000
  - Entrepreneurship Career Pathways (YEP) – SBDC (District) \$ 32,000  
- *Correction*
- \*6.2 Adoption of Resolution No. 10-02 – California Department of Education (CIMS-9398) Action  
The administration recommends adoption of the resolution agreement with the California Department of Education that authorizes the chancellor or his designee to sign the contract documents for the 2009-2010 fiscal year.
- \*6.3 Approval of Subcontracts with HABLA, CHOC/Help Me Grow, UCI/Help Me Grow, and MOMS Orange County Action  
The administration recommends approval of these subcontracts and authorization be given to the Vice Chancellor, Business Operations/Fiscal Services to enter into related contractual agreements on behalf of the district.

- 6.4 Approval of Reduction of Student Parking Fees Action  
Student Trustee Gloria Holguin recommends a reduction of student parking fees to an amount equal to but not to exceed the cost of staff parking fees.
- 6.5 Meeting with Academic Senate Action
- 6.6 Approval of Appointment to Serve on the Community College League of California (CCLC) Commission on the Future Action  
It is recommended the RSCCD Board of Trustees support David Chapel serving on the Commission on the Future for CCLC during 2010.
- 6.7 Board Member Comments Information
- 7.0 ADJOURNMENT** - The next regular meeting of the Board of Trustees will be held on March 8, 2010.